

SUPPLEMENTAL QUALIFICATIONS FORM

MAINE DEPARTMENT OF TRANSPORTATION
OFFICE OF HUMAN RESOURCES
#16 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0016

CANDIDATES NAME:

DATE SENT:

CLASSIFICATION TITLE:

Ferry Service Manager

:

DATE DUE IN OFFICE OF HUMAN RESOURCES:

December 5, 2003

EXAMINER'S NAME:

G. Ottmann-Deeves 03-144

I hereby affirm that the information contained in this form is correct to the best of my knowledge and understand that false or misleading statements may result in rejection of my Application for Employment or dismissal from Maine State Service if I am selected.

Signature: _____ Date: _____

INSTRUCTIONS:

This request for supplemental information is to allow you to directly relate your education and experience to specific job requirements. You are encouraged to use desktop technology to prepare your responses to the questions and attach to this document. If you need more information, please contact the Examiner identified above at (207) 624-3036. Normal working hours are Monday-Friday from 8:00 a.m. - 5:00 p.m. This form must be signed and dated in order to be evaluated.

The statements you make will be the basis for evaluating your specific suitability for this particular work and provide the basis for making a numerical evaluation of training and experience. This form, upon submission to the Department of Transportation, becomes part of the evaluation process and is confidential.

Statements made on this form and in your application are subject to verification by the Maine Department of Transportation, Office of Human Resources and their Appointing Authority. This form must be returned to the Maine Department of Transportation, Office of Human Resources at the above address prior to 5:00 p.m., **Friday, December 5, 2003.**

This position is responsible for the day to day management of a key component of this states transportation system. Our island residents depend on the Ferry service for the movement of passengers and vehicles to and from the islands. This service operates 365 days a year and is integral to the preservation of the quality of life on our working islands.

1. Describe your managerial experience; be specific by identifying the number of individuals supervised, the type of work being performed and your experience with bargaining units.
2. What is your management style and philosophy?
3. Describe your background in providing transportation services. Be specific as to types of operations, size and scope of the operations, including discussion of fleet size and equipment.
4. What is your background in budget management? Include detail concerning the size and complexity of the budget under your direct control.
5. In your current position identify the scope of your decision making authority.
6. What is your background in the maritime industry?